

## PUBLIC WORKS

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Mission of Department	The mission of the Public Works Department is to enhance community order, health, safety, and aesthetics through proper administration and good management of the review, design, construction, and maintenance of the Village's infrastructure. The Department is committed to the improvement and enhancement of the environment through the use of storm water management techniques that promote water quality, through a continued commitment to an active forestry program, and through the establishment of solid waste programs that promote environmentally sensitive alternatives such as recycling and composting.
Strategic Objectives	<ul style="list-style-type: none"><li>➤ Maintain high quality streets, sidewalks, and public right-of-ways. Ensure public access to the streets through the implementation of effective snow and ice removal and street cleaning programs.</li><li>➤ Continue effective capital infrastructure maintenance and replacement programs to ensure the integrity of the Village's infrastructure.</li><li>➤ Maintain all trees and plants in public areas so that Village residents may enjoy a high quality environment.</li><li>➤ Maintain Village owned property and equipment.</li><li>➤ Provide Village residents with excellent water and sewer services.</li><li>➤ Administer the recycling and refuse contract to ensure Village residents receive high quality recycling and refuse services.</li><li>➤ Maintain commuter and Village parking lots through cleaning and crack filling and ensuring the removal of snow and ice.</li><li>➤ Establish and maintain an effective vehicle maintenance program to promote the safety and reliability of equipment and maximize service life and salvage value.</li></ul>

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### ***General Information and Services Provided***

The Village's Public Works Department is responsible for maintaining a safe and reliable infrastructure and providing quality services to Village residents and businesses. Public Works differs from other departments in that services provided include several enterprise activities. Each enterprise activity has its own accounting fund and from an accounting standpoint, operates in a similar fashion to a private sector entity but without seeking to make a profit. The Department is funded through a combination of general governmental, enterprise, and internal service funds.

The Public Works Department is responsible for providing a wide variety of services to the residents of the Village. These services typically involve maintenance of public property and infrastructure such as streets, public right-of-ways, sidewalks, street lighting, parking lots, trees, plants, water and sewer systems, and Village owned property and equipment. To accomplish these varying responsibilities, the following ten Divisions within the Public Works Department have been established:

Administration	Street Operations	Forestry
Property Management	Water & Sewer Maintenance	Water Production
Wastewater Treatment	Recycling and Refuse	Parking Maintenance
	Central Garage	

Each Division contributes to the implementation and accomplishment of Departmental goals by undertaking activities and providing services in specific areas of responsibility. The activities and services and of the various Divisions as well as the budgeted expenditures supporting those activities and services are discussed and illustrated in Divisional Budget Summary pages at the end of this Departmental section.

### ***Accomplishments and Performance Statistics in 2003 and 2004***

In the 2003 – 2004 Biennial Budget Document, the Public Works Department established a number of objectives that it would strive to accomplish with the resources allocated to the Department during 2003 and 2004. These objectives and a discussion of the extent to which they were accomplished by Public Works follows.

<u>2003 – 2004 Objective</u>	<u>Extent of Accomplishment and Discussion</u>
Continue to effectively maintain all vegetation installed on Route 14 and within the Village Center in conjunction with the streetscape program (including planters, trees, and hanging baskets).	The overall planting project was successful. Plant material chosen has proven hardy and will be continued throughout the corridor from Route 59 east to June Terrace.
Continue to address stream bank stabilization efforts along Flint Creek in the Fox Point subdivision through a grant provide by IEPA.	The Village will continue working on completion of creek restoration efforts within this subdivision. Construction to begin in fall 2004 and be completed in spring 2005
Continue program to annually clean the entire sanitary sewer collection system of approximately 20,000 linear feet of sewer line.	Jettied and Cleaned 15,400 linear feet of Sanitary Sewer in 2003 and completed the remaining 4,600 linear feet in 2004
Replace 1,600 linear feet of Water Main Line that is deteriorating.	This project was delayed due to the need to wait for the reconstruction of the associated street. The Village will complete this project in the 2005 & 2006 biennial budget period in conjunction with the Street Maintenance Program.
Remain within State and Federal parameters for the discharge of effluent; continue to comply with effluent monitoring.	The Wastewater Treatment Plant has had no effluent violations to our NPDES permit in the past year and a half.
Strive to meet lead and copper requirements of the Illinois Environmental Protection Agency by making chemical adjustments as needed to bring lead and copper levels into compliance with standards.	The Village continues to be non-compliant with the IEPA's lead and copper regulations. The Department will continue adjusting polyphosphate levels in the potable drinking water to meet the lead and copper requirements in the future
In 2003, complete the renovation of the Wastewater Treatment facility and successfully install all associated upgrades.	The Wastewater Treatment Plant Upgrades Phase II Project was substantially completed in 2004.
Provide for upgrades and additions to sidewalk infrastructure in the Village near schools and high traffic areas.	The Department completed a partial installation of new public sidewalk on West Hillside Avenue and will be installing additional new sidewalk during 2005.

Other accomplishments by the Public Works Department during 2003 and 2004 include:

- Completed the installation of approximately 70% of all street signs in the Village in compliance with new federal regulations.
- Completed the cleaning of over 300 storm sewer and runoff structures, representing approximately 25% of the Village's total infrastructure (the Department cleans these structures on a four year maintenance cycle).
- Trained and certified all Street Division Flagger personnel in compliance with State of Illinois requirements.
- Administered contract for re-striping of various crosswalks, school crosswalks, and parking stalls in the central business district. Conducted annual inspections to determine the order in which crosswalks and parking stalls would be re-striped.
- Parkway restorations for all excavations made by the Utility Division from November 2003 through March 2004 were completed before Memorial Day. This included asphalt and concrete repairs to driveways, streets and sidewalks.
- Successful installation and maintenance of over 150 hanging baskets, 30 planting beds, and 75 trees within the central business district and the western corridor of Northwest Highway.
- Chipper program in 2003 generated over 900 cubic yards of wood chips that are provided to and utilized by Village residents.
- Continued work at Barrington Memorial Park, including the addition of a fountain, complete restoration of the lannon stone retaining wall, the addition of 6 large evergreens, and the planting of various perennials, shrubs and trees along the periphery of the park. All of these projects are supported through donations from area residents, organizations, and businesses.
- Successful occupation of Village Hall basement tenant by a new tenant, Barrington Area United Way; in conjunction with this move-in, completed the build-out of an office and training area in the basement for the Information Systems division.
- Inspected, cleaned, and repainted the one million gallon standpipe water storage tank in fall 2004. This will extend the useful life of the tank for an additional 10-15 years.
- Installed two new Main Sewage Pumps (MSP's) at the Wastewater Treatment Facility. This involves the replacement of worn out and obsolete existing pumps with reliable and more efficient pumps.
- Successfully completed the United States Environmental Protection Agency (USEPA) required vulnerability assessment on the Village's water system. This project identified weak points in the Village's water infrastructure by analyzing the security, pumping capabilities, and distribution capabilities of the system.
- Successfully negotiated a new solid waste and recycling contract with the Village's vendor. Increased service levels to Village residents.
- Completed the removal and replacement of all the steel wire rope in the commuter parking lots and installed new stall numbers.

**Public Works Performance Statistics, 2000 through 2003**

	<u>FY 2000</u>	<u>FY 2001</u>	<u>FY 2002</u>	<u>FY 2003</u>
Number of Miles of Village Streets Swept	2,080	1,880	2,185	2,345
Number of Miles of Village Streets Cleared of Snow and Ice	15,038	6,392	8,195	8,263
Number of Water Main Breaks Repaired	42	36	54	65
Line Feet of Sanitary Sewer Cleaned	8,500	10,600	21,500	15,400
Number of Water Meters Replaced				
Annual Total Number of Gallons of Water Produced	574,262,000	552,096,000	620,793,000	611,515,000
Annual Total Number of Gallons of Wastewater Treated	809,670,000	825,190,000	837,970,000	858,110,000
Annual Number of Trees on Public Property Trimmed	822	1,014	1,157	807
Annual Number of Unleaded Fuel Gallons Used	52,424	48,107	48,151	49,282
Annual Number of Diesel Fuel Gallons Used	19,211	14,974	15,380	17,297
Annual Number of Vehicle Repair Procedures Performed on Village Vehicles	1,196	1,132	1,353	1,185
Annual Number of Preventative Maintenance Repair Procedures Performed on Village Vehicles	153	161	294	190

***Objectives for 2005 and 2006***

In pursuing its overall strategic goals, the Public Works Department has established the following objectives for 2005 and 2006:

- Complete the inventory, manufacturing, and installation of all new street and parking signs in the central business district on all streets where the StreetScape Project is completed. All installed signs will be in 100% conformance with the new Manual of Uniform Traffic Control Devices (M.U.T.C.D.) standards 2003 Edition.
- Complete compilation of all documentation and apply for the Excellence in Salt Storage Awards.
- Continue cleaning storm sewers and inlets and catch basins to remain in compliance with storm water regulations.
- Installation of newer, more modern equipment at the Wastewater Treatment Facility to allow for an effective and efficient operation on a daily basis and to remain compliant with the Village's NPDES permit and consent order restricting effluent violations
- Rehabilitate three of the Village's four potable water wells to maximize capabilities for distributing the highest quality of potable water to all consumers; the rehabilitation will also maximize fire suppression capabilities throughout the entire Village
- Continue to strive to meet the Illinois Environmental Protection Agency (IEPA) requirement for Lead and Copper in the Village's Water system.

- Complete restoration of the storage yard at Public Works.
- Complete landscaping improvements in the downtown adjacent to the Village Train Station.
- Complete vulnerability assessment for the Village's water production facilities; implement recommendations developed from assessment during the 2005 – 2006 budget period.
- Complete the implementation of the Star Hexagram fixed Meter Reading Network project; Village wide installation to be completed by an in-house meter technician and one part-time contractual technician.
- Continue to replace deteriorating water main lines throughout the Village to reduce water main break in problem areas.
- Continue replacement program of mainline water valves throughout the distribution system by utilizing in-house and contractual personnel during the annual road program.
- Replace aging and inoperable fire hydrants.
- Successfully coordinate capital improvement projects identified in the Capital Improvement Section of the 2005/2006 Biennial Budget.
- Replace all regulatory street signs throughout the Village parking lot system. All signs shall conform to the new Manual of Uniform Traffic Control Devices (M.U.T.C.D.) standards 2003 Edition.
- Design and construct 10 - 14 additional parking stalls in the existing north commuter parking lots.

### ***Departmental Staffing Analysis***

The development of the 2005 and 2006 expenditure budgets assumed that the number of authorized employees in the Public Works Department will remain stable in both years. Staffing levels include 34.29 full-time equivalent employees with 31 full-time and 5 part-time employees. The Water and Sewer Maintenance Division includes the largest number of full-time equivalent employees with 7.49 employees followed by the Street Operations Division with 5.60 employees, the Administration Division with 5.40 employees, and the Wastewater Treatment Division with 5.40 employees.

<b>Public Works</b>					
<b>Full-Time Equivalent (FTE) Employees, Fiscal Years 2005 &amp; 2006</b>					
<b><u>FTE Employees</u></b>	<b><u>2004</u></b>	<b><u>2005</u></b>	<b><u>2004-2005</u></b> <b><u>Change</u></b>	<b><u>2006</u></b>	<b><u>2005-2006</u></b> <b><u>Change</u></b>
Director of Public Works	1.00	1.00	0.00	1.00	0.00
Assistant Director of Public Works	2.00	2.00	0.00	2.00	0.00
Project Manager	1.00	1.00	0.00	1.00	0.00
Utility Operations Superintendant	1.00	1.00	0.00	1.00	0.00
Public Works Supervisor	3.00	3.00	0.00	3.00	0.00
Forester/Property Maint Supervisor	1.00	1.00	0.00	1.00	0.00
Fleets Services Supervisor	1.00	1.00	0.00	1.00	0.00
Lab Technician	1.00	1.00	0.00	1.00	0.00
Mechanic	2.00	2.00	0.00	2.00	0.00
Utility Treatment Operator II	1.00	1.00	0.00	1.00	0.00
Utility Treatment Operator I	3.00	3.00	0.00	3.00	0.00
Maintenance Worker	15.00	15.00	0.00	15.00	0.00
Administrative Secretary	1.00	1.00	0.00	1.00	0.00
Office Assistant	0.50	0.50	0.00	0.50	0.00
Engineering Intern	0.29	0.29	0.00	0.29	0.00
Janitor/Laborer	0.50	0.50	0.00	0.50	0.00
<b><u>Total FTE Employees</u></b>	<b>34.29</b>	<b>34.29</b>	<b>0.00</b>	<b>34.29</b>	<b>0.00</b>
<b>Employees by Division</b>					
<b><u>Division</u></b>					
Administration	5.40	5.40	0.00	5.40	0.00
Street Operations	5.60	5.60	0.00	5.60	0.00
Forestry	0.95	0.95	0.00	0.95	0.00
Property Maintenance	2.65	2.65	0.00	2.65	0.00
Water & Sewer Maintenance	7.49	7.49	0.00	7.49	0.00
Water Production	1.60	1.60	0.00	1.60	0.00
Wastewater Treatment	5.40	5.40	0.00	5.40	0.00
Recycling & Refuse Collections	0.87	0.87	0.00	0.87	0.00
Parking Maintenance	1.28	1.28	0.00	1.28	0.00
Central Garage	3.05	3.05	0.00	3.05	0.00
<b>Totals</b>	<b>34.29</b>	<b>34.29</b>	<b>0.00</b>	<b>34.29</b>	<b>0.00</b>

### ***Budget Analysis***

In 2005, the Public Works Department budget will decrease \$41,829 (.59%) from an amended budget of \$7,079,143 in 2004 to an expenditure budget of \$7,121,972 in 2005. Increases in Personnel Services and Operating Expenditures are offset to some extent by a decrease in Other Expenditures.

Personnel Services expenditures in the 2005 Public Works Department Budget increase \$147,294 (5.74%), from \$2,565,199 in 2004 to \$2,712,493 in 2005. Salaries increase \$26,733 (1.32%), from \$2,026,636 in

2004 to \$2,053,369 in 2005; Fringe Benefits increase \$120,561 (22.39%), from \$538,563 in 2004 to \$659,124 in 2005. The increase in Salaries is attributable to increases in salary ranges to maintain competitive wages. Salary costs are also higher due to individual employees earning merit and step increases based on their performance.

<b>Public Works Department</b>						
<b>Summary of Budgeted Expenditures and Funding Sources</b>						
<b>Budgeted Expenditures</b>	<b>FY 2002 <u>Actual</u></b>	<b>FY 2003 <u>Actual</u></b>	<b>FY 2004 <u>Budget</u></b>	<b>FY 2004 <u>Projected</u></b>	<b>FY 2005 <u>Budget</u></b>	<b>FY 2006 <u>Budget</u></b>
<i>Personnel Services</i>						
Salaries	\$ 1,711,349	\$ 1,883,525	\$ 2,026,636	\$ 1,998,845	\$ 2,053,369	\$ 2,157,713
Fringe Benefits	356,642	424,855	538,563	540,837	659,124	706,884
<i>Total Personnel Services</i>	2,067,991	2,308,380	2,565,199	2,539,682	2,712,493	2,864,597
<i>Operating Expenditures</i>						
Professional Development	15,283	10,187	24,100	19,665	23,180	23,180
Contractual Services	1,481,799	1,617,973	1,955,175	1,904,020	2,035,890	2,100,635
Commodities	400,678	433,865	493,273	462,370	515,593	515,193
Program Expenditures	134,548	184,336	444,657	433,204	421,639	139,296
<i>Total Operating Expenditures</i>	2,032,308	2,246,361	2,917,205	2,819,259	2,996,302	2,778,304
<i>Other Expenditures</i>						
Equipment Purchases	-	3,630	731,900	721,400	541,900	401,400
Interfund Charges	853,300	918,367	864,839	857,441	870,278	804,483
<i>Total Other Expenditures</i>	853,300	921,997	1,596,739	1,578,841	1,412,178	1,205,883
<b>Total Expenditures</b>	<b>\$ 4,953,599</b>	<b>\$ 5,476,738</b>	<b>\$ 7,079,143</b>	<b>\$ 6,937,782</b>	<b>\$ 7,120,972</b>	<b>\$ 6,848,784</b>
<i>% Change/Previous Year</i>		10.56%			0.59%	-3.82%
<b>Funding Sources</b>						
<i>General Fund Revenue</i>						
Property Taxes						
Fringe Benefits	\$ -	\$ 39,634	\$ 50,278	\$ 50,278	\$ 57,610	\$ 57,286
SSA Snow Removal	-	20,954	19,250	19,250	20,250	20,250
SSA Chippendale	-	31,355	35,250	35,250	35,500	35,500
Road & Bridge	-	41,593	20,000	20,000	35,000	35,000
Intergovernmental	-	250,000	290,000	290,000	290,000	290,000
Charges for Services	-	13,062	6,500	6,500	12,500	12,500
General Revenues	1,350,341	917,207	1,263,368	1,211,235	1,306,226	1,302,836
<i>Total General Fund Revenue</i>	1,350,341	1,313,805	1,684,646	1,632,513	1,757,086	1,753,372
<i>Water and Sewer Revenue</i>	2,305,818	2,574,957	3,174,692	3,118,306	3,274,275	3,079,196
<i>Recycling &amp; Refuse Revenue</i>	759,191	757,247	805,576	793,693	877,667	911,706
<i>Parking System Revenue</i>	-	149,541	199,534	192,427	229,921	235,824
<i>Central Garage Revenue</i>	538,249	681,188	1,214,695	1,200,843	982,024	868,687
<b>Total Funding Sources</b>	<b>\$ 4,953,599</b>	<b>\$ 5,476,738</b>	<b>\$ 7,079,143</b>	<b>\$ 6,937,782</b>	<b>\$ 7,120,972</b>	<b>\$ 6,848,784</b>

The increase in Fringe Benefits is the result of increased salary costs, increases in the amount the Village will contribute for employee retirement, and increases in health insurance premiums. The increase in salary costs impacts fringe benefits because social security, Medicare, and pension costs are paid by the Village on a percent of salary basis; as salary costs increase, so do the costs for these benefits. A second factor impacting the cost of pensions is an increase in the Village's contribution for future Illinois Municipal Retirement Fund

pension obligations; the increase in contribution amounts is caused by the adverse investment performance by this pension fund in the last couple of years due to the challenging economic environment. The final factor affecting fringe benefit costs in 2005 is a projected increase in the cost of employee health insurance premiums. Health insurance premiums are anticipated to increase 10% in 2005. The increase in the 2005

### **Significant Budget Highlights**

#### **Changes from the 2004 Budget**

- The 2006 Budget is projected to be the last year in which the Village incurs expenditures related to the system wide conversion to the Star Hexagram Meter Reading Program. In 2005, the Village will expend \$343,500 for the program but this will dwindle to \$60,500 in 2006.

#### **Significant Expenditures in 2005 and 2006**

- Recycling and Refuse Collection Costs of \$517,000 in 2005 and \$534,000 in 2006.
- Health Insurance Costs of \$313,880 in 2005 and \$344,549 in 2006.
- Electricity costs of \$309,900 in 2005 and \$312,300 in 2006.
- Recycling and Refuse Disposal Costs of \$191,000 in 2005 and \$208,200 in 2006.
- IMRF costs of \$177,187 in 2005 and \$186,296 in 2006.
- \$144,350 in both years for contracts for turf maintenance and tree removal and replacement.
- Gas and Oil costs for Village Vehicles of \$111,980 in both years.
- Chemicals (including rock salt for snow removal and chemicals for water purification) costs of \$93,223 in both years.
- Major expenditures in the Wastewater Treatment Division include \$55,000 for the replacement of pumps and valves for Main Sewage Pump #3 in 2005, \$58,000 for the replacement of pumps and valves for Main Sewage Pump #4, and \$150,000 for the installation of a Chain and Flight System at the Wastewater Treatment Plant,
- Major expenditures in the Water Production Division in 2005 include \$75,000 for a Security System and \$41,000 for the rehabilitation of wells.
- \$83,839 in both years for snow removal for Commuter Parking Lots and Special Service Areas.

budget related to this benefit is even more significant in that premium increases in 2003 and 2004 substantially exceeded expectations. As such the 2005 budget includes the increase in the premium base as well as the estimated 10% increase in health insurance premiums in 2005.

Operating Expenditures in 2005 are budgeted at \$2,996,302, an increase of \$79,097 (2.71%) from the 2004 budget of \$2,917,205. The increase in Operating Expenditures is attributable to an increase in Contractual Services of \$80,715 (4.13%) and an increase in Commodities of \$22,320 (4.5%). The increase in Contractual Services is largely attributable to expenditures in 2005 that are unique, including legal services for labor contract negotiations (\$20,000), a Sanitary Sewer Manhole Replacement program (\$30,000), and a Water System Security System (\$75,000). In addition, the renewal of the contract with the Village's waste and recycling collection company increased the price of the contract by \$108,000. These increases were somewhat offset by decreases in expenditures in other areas, with the largest decrease (\$106,650) occurring in the Wastewater Treatment Division's General Contractual Services Account and in the Recycling and Refuse Division's Refuse Disposal Account (\$35,800). The increase in Commodities is caused by inflationary pressures in several accounts including Gas and Oil, Chemicals (especially rock salt for snow removal activities), Electricity, and Natural Gas.

The increase in Contractual Services and Commodities is offset somewhat by a decrease in Program Expenditures of \$23,018 (5.18%). This decrease is directly attributable to a decrease in expenditures for the Star Hexagram Meter Wireless Reading Program. The 2004 Budget included significant expenditures for the purchase and installation of meters and the wireless transmitters that attach to the meters. The 2005 Budget also includes significant expenditures for this program but is substantially less than the amount included in the

2004 budget. Professional Development expenditures also decrease (\$920 or 3.82%) as the Department reduced the amount budgeted for Training as part of the Village's cost containment efforts.



Other Expenditures in 2005 decrease significantly by \$184,561 (11.56%) from \$1,596,739 in 2004 to \$1,412,178 in 2005. Equipment Purchases decrease \$190,000 (25.96%) and Interfund Charges increase \$5,439 (.63%). The decrease in Equipment Purchases is the result of fewer vehicle purchases on the part of the Central Garage Division in 2005 (*please see the Equipment Purchases section for Public Works*). The increase in Interfund Charges is caused by increases in charges for Administration and Risk Management from the General Fund to the Water and Sewer, Recycling and Refuse, Motor Vehicle Parking System, and Central Garage Funds (*these charges are explained more fully in the General Fund Summary section on Pages 98-105*).

In 2006, the Public Works Department budget will decrease \$272,188 (3.82%) from \$7,120,972 in 2005 to \$6,848,784. The decrease is attributable to decreases in Operating Expenditures and Other Expenditures which are offset to some extent by an increase in Personnel Services.

Personnel Services expenditures in 2006 increase \$152,104 (5.61%) from \$2,712,493 in 2005 to \$2,864,597 in 2006. This increase is attributable to a rise in salary costs of \$104,344 (5.08%) and an increase in Fringe Benefit costs of \$47,760 or 7.25%. The increase in Salaries is attributable to merit salary adjustments earned by individual employees based on performance. The increase in fringe benefits is a consequence of increased salary costs and increases in health insurance premiums. Increased salary costs impact fringe benefits by increasing Village costs for social security, Medicare, and pension contributions. The cost for Fringe Benefits in 2006 will also be impacted by a projected 10% increase in health insurance premiums.

Operating Expenditures decrease in 2006 by \$217,998 (7.28%) due to a large decrease in Program Expenditures of \$282,343. This decrease is a result a substantial reduction of \$283,000 in 2006 of the amount necessary to complete the implementation of the Star Hexagram Meter Reading system. A small decrease in Commodities (\$400 or less than 1/10<sup>th</sup> of 1%) as the net result of increases in a few Commodities expenditures offset by slightly larger decreases in other Commodities expenditures. Professional Development expenditures remain stable in 2006. The decrease in Program Expenditures is offset somewhat by an increase in Contractual Services of \$64,745. This increase is the result of fairly large contractual expenditures in the Wastewater Treatment Division to upgrade treatment equipment at the Wastewater Treatment Plant.

Other Expenditures in 2006 decrease \$204,954 (14.52%) due to reductions in both Equipment Purchases and Interfund Charges. The reduction of \$140,500 in Equipment Purchases is attributable to a smaller number of vehicle purchases on the part of the Central Garage Division in 2006 (*Please see the Equipment Purchases Summary on the next page for a complete illustration of the equipment to be purchased in the two years*). The decline in Interfund Charges of \$64,454 is the result of a reduction in charges for Central Garage Equipment Replacement which impacts many of the Public Works Division Budgets.

### ***Expenditures by Division***

As demonstrated in the chart on the following page, expenditures by the Public Works Department are fairly evenly distributed throughout the Divisions in the Department, with no one Division accounting for more than 20% of total expenditures. The Water and Sewer Maintenance (17.83%), Central Garage (13.79%), Street Operations (13.60%), and Administration (13.30%) Divisions account for the largest percentage of expenditures. The Administration, Street Operations, Forestry, and Property Maintenance Divisions are the only Divisions supported by General Fund revenues.

<b>Public Work Department Expenditures by Division</b>				
	<i>Fiscal Year 2005</i>		<i>Fiscal Year 2006</i>	
<u>Division</u>	<u>Budgeted Expenditures</u>	<u>% of Total Expenditures</u>	<u>Budgeted Expenditures</u>	<u>% of Total Expenditures</u>
Administration	\$946,847	13.30%	\$961,901	14.04%
Street Operations	968,720	13.60%	944,924	13.80%
Forestry	309,689	4.35%	311,548	4.55%
Property Maintenance	267,611	3.76%	271,148	3.96%
Water & Sewer Maint	1,269,749	17.83%	985,443	14.39%
Water Production	416,061	5.84%	316,971	4.63%
Wastewater Treatment	852,683	11.97%	1,040,633	15.19%
Recycling & Refuse Coll	877,667	12.33%	911,706	13.31%
Parking Maintenance	229,921	3.23%	235,824	3.44%
Central Garage	982,024	13.79%	868,687	12.68%
Total Budget	\$7,120,972	100.00%	\$6,848,784	100.00%

### ***Funding Sources for 2005 and 2006***

The Summary of Budgeted Expenditures and Funding Sources (*on Page 204*) illustrates the variety of revenue sources that supports the operating activities of the Department. The Public Works Department derives its revenue from twelve different sources due to its involvement in a wide variety of functions throughout the Village. Water and Sewer revenues provide the largest source of support for Departmental expenditures followed by General Fund general revenues (*these are comprised of all revenues sources not directly related to a particular purpose, the primary source of General Fund general revenues is Sales Tax*). The Department is also supported by revenues from the Recycling and Refuse, Parking System, and Central Garage Funds. The Department is also supported by several revenue sources that are restricted for special purposes including Motor Fuel Tax (*the entire Intergovernmental category represents Motor Fuel Tax Revenues*) and Special Service Area revenues.

### ***Equipment Purchases***

The majority of equipment purchases by the Public Works Department in 2005 and 2006 is attributable to the Central Garage Division. With the exception of two pieces of equipment that will be jointly purchased by the Street Maintenance and Water and Sewer Maintenance Divisions, all equipment and vehicles purchases during the biennial budget period will be Central Garage purchases. Total equipment purchases in 2005 are equal to \$34,400, all of which will be replacement purchases. Vehicles to be purchased in 2005 are equal to \$507,000, all of which will be replacing vehicles that have reached the end of their useful lives and will be purchased with funds accumulated for the vehicle replacement. Total vehicle purchases include \$112,000 for Police Department vehicles, \$184,000 for Fire Department vehicles, and \$211,000 for Public Works Department vehicles.

Vehicle and Equipment Purchases in 2005				
Fund	Division	Equipment Description	Amount	Type of Purchase
General Fund	Street Maintenance	RD 400 Underground Pipe Locator	\$ 5,500	Replacement
		Tripod Retrieval System	2,000	Replacement
Water & Sewer	Maintenance	RD 400 Underground Pipe Locator	5,500	Replacement
		Tripod Retrieval System	2,000	Replacement
Central Garage	Central Garage	Portable Roller #E424	5,500	Replacement
		Traffic Arrowboard #E511	5,000	Replacement
		Traffic Arrowboard #E512	5,000	Replacement
		Cut off saw #E415	1,000	Replacement
		Plate Tamper #E503	2,300	Replacement
		Air Compressor #E504	1,100	Replacement
		3 Police Squad Cars	78,000	Replacement
		Police Command Vehicle	34,000	Replacement
		Ambulance #3641	150,000	Replacement
		Fire Chief Vehicle	34,000	Replacement
		Front End Loader #312	110,000	Replacement
		Utility Box Truck #329	68,000	Replacement
		Front End Loader #347	33,000	Replacement
		<b>Total Equipment</b>	<b>34,900</b>	
		<b>Total Vehicles</b>	<b>\$ 507,000</b>	
Please note that the Police and Fire Vehicle also appear in their respective Department equipment purchase display. Central Garage is responsible for purchasing all vehicles and they are budgeted in the Central Garage Budget. The Police and Fire vehicles are displayed in their Department for informative purposes only and are not budgeted in the respective Department.				

In 2006, total equipment purchases will equal to \$6,400, all of which will be replacement purchases and are attributable to Central Garage. Vehicles to be purchased in 2006 equal \$395,000, all of which will be replacing vehicles that have reached the end of their useful lives and will be purchased with funds accumulated for the vehicle replacement. Total vehicle purchases include \$126,000 for Police Department vehicles, \$184,000 for Fire Department vehicles, and \$85,000 for Public Works Department vehicles.

Vehicle and Equipment Purchases in 2006				
<u>Fund</u>	<u>Division</u>	<u>Equipment Description</u>	<u>Amount</u>	<u>Type of Purchase</u>
Central Garage	Central Garage	300 Gal Water Skid #E700	\$ 3,000	Replacement
		3500W Generator #E411	1,900	Replacement
		Ventilation Blower #E510	1,500	Replacement
		4 Police Squad Cars	106,000	Replacement
		Police Undercover Vehicle	20,000	Replacement
		Ambulance #3643	150,000	Replacement
		Fire Inspector Vehicle	34,000	Replacement
		5-Ton Dump Truck #306	85,000	Replacement
		<b>Total Equipment</b>	<b>6,400</b>	
		<b>Total Vehicles</b>	<b>\$ 395,000</b>	
Please note that the Police and Fire Vehicle also appear in their respective Department equipment purchase display. Central Garage is responsible for purchasing all vehicles and they are budgeted in the Central Garage Budget. The Police and Fire vehicles are displayed in their Department for informative purposes only and are not budgeted in the respective Department.				

## PUBLIC WORKS – ADMINISTRATION

The Administration Division is responsible for overseeing and providing administrative support services to all operating Divisions within the Department. Staff engineering services is also provided through this Division. Since this Division provides these services to other Divisions of the Department, it is funded through both the General Fund and the Water and Sewer Fund. This Division includes the Director of Public Works who is responsible for the operations of the Department.

### *Major Service Activities*

- Supervise Division managers and oversee the operations of the Department.
- Provide administrative support services to the operating Divisions.
- Provide quality engineering support services to this and the other operating Divisions of the Department.
- Coordinates the capital improvement projects identified in the Capital Improvement Section of the 2005/2006 Biennial Budget

<b>Public Works General Fund Administration - Summary of Budgeted Expenditures</b>						
<b>Budgeted Expenditures</b>	<b>FY 2002 <u>Actual</u></b>	<b>FY 2003 <u>Actual</u></b>	<b>FY 2004 <u>Budget</u></b>	<b>FY 2004 <u>Projected</u></b>	<b>FY 2005 <u>Budget</u></b>	<b>FY 2006 <u>Budget</u></b>
<i>Personnel Services</i>						
Salaries	\$ 132,442	\$ 139,330	\$ 159,500	\$ 159,364	\$ 152,909	\$ 163,387
Fringe Benefits	23,570	24,245	31,000	30,976	50,657	54,865
<i>Total Personnel Services</i>	156,012	163,575	190,500	190,340	203,566	218,252
<i>Operating Expenditures</i>						
Professional Development	1,423	425	1,500	1,200	925	925
Contractual Services	3,856	3,999	6,230	5,820	5,925	5,925
Commodities	471	250	850	750	650	650
<i>Total Operating Expenditures</i>	5,750	4,674	8,580	7,770	7,500	7,500
<b>Total Expenditures</b>	<b>\$ 161,762</b>	<b>\$ 168,249</b>	<b>\$ 199,080</b>	<b>\$ 198,110</b>	<b>\$ 211,066</b>	<b>\$ 225,752</b>
<i>% Change/Previous Year</i>		3.86%			5.68%	6.51%

## PUBLIC WORKS – STREET OPERATIONS

The Street Division is responsible for the maintenance of all Village roads, sidewalks, and public rights-of-way and all administrative functions related to these maintenance activities. Specific services provided include minor maintenance of the roadway, sidewalks, curbs and gutters, street sweeping, markings/delineation of pavement, snow and ice removal, maintenance of drainage facilities, maintenance of street lights and traffic control devices, and maintenance of all street signage.

### *Major Service Activities*

- Perform sign repair and replacement; storm damage removal; snow plowing of streets and parking lots; traffic control for various parades; minor repairs on damaged street parkways, sidewalks, and curbs; street sweeping; striping of all village crosswalks and school crossings; maintain all village parking lots; maintain the school flashing lights; grade gravel alleys; maintain all village owned street lights; pick up dead animals and trash on the road; administer the adopt-a-highway program.
- Perform storm sewer maintenance and repair or replacement and minor maintenance on Village Facilities.

<b>Street Operations - Summary of Budgeted Expenditures</b>						
<b>Budgeted Expenditures</b>	<b>FY 2002 <u>Actual</u></b>	<b>FY 2003 <u>Actual</u></b>	<b>FY 2004 <u>Budget</u></b>	<b>FY 2004 <u>Projected</u></b>	<b>FY 2005 <u>Budget</u></b>	<b>FY 2006 <u>Budget</u></b>
<i>Personnel Services</i>						
Salaries	\$ 337,154	\$ 331,883	\$ 350,000	\$ 342,015	\$ 342,891	\$ 355,802
Fringe Benefits	71,626	77,167	100,500	100,423	99,465	105,580
<i>Total Personnel Services</i>	408,780	409,050	450,500	442,438	442,357	461,382
<i>Operating Expenditures</i>						
Professional Development	1,031	1,499	1,885	1,850	2,175	2,175
Contractual Services	124,315	142,906	213,605	205,550	175,280	176,730
Commodities	94,276	91,938	105,730	101,570	112,535	112,535
Program Expenditures	43,099	31,600	43,204	43,204	43,139	43,796
<i>Total Operating Expenditures</i>	262,721	267,943	364,424	352,174	333,129	335,236
<i>Other Expenditures</i>						
Equipment Purchases	-	1,527	-	-	7,500	-
Interfund Charges	223,866	216,140	148,397	143,253	185,734	148,306
<i>Total Other Expenditures</i>	223,866	217,667	148,397	143,253	193,234	148,306
<b>Total Expenditures</b>	<b>\$ 895,367</b>	<b>\$ 894,660</b>	<b>\$ 963,321</b>	<b>\$ 937,865</b>	<b>\$ 968,720</b>	<b>\$ 944,924</b>
<i>% Change/Previous Year</i>		-0.08%			0.56%	-2.46%

## PUBLIC WORKS – FORESTRY

The Forestry Division is responsible for the care and maintenance of approximately 7,200 trees located within Village Right-of-ways. This Division also coordinates the planting of replacement trees and the maintenance of all streetscape plantings including flower baskets located within the Village Center. The Division is also responsible for reviewing development projects submitted to or initiated by the Village for their impact on the surrounding public and private vegetation. Staff from this Division also meets with residents to discuss and advise them on plant health for both public and private property trees.

### *Major Service Activities*

- Removal of dead, dying or diseased trees and the replacement of those trees; routine trimming, fertilizing, cabling and bracing of significant trees; watering and mulching of newly planted trees; and responding to emergency storm damage including removal, trimming and brush chipping.
- Maintain approximately 60 square acres of turf areas within right-of-ways including the commuter lots, Village Hall and Public Safety building, and seven passive parks. This work includes trimming, tree removal, tree planting, turf maintenance and other tree care operations and is managed through the use of outside contractors.
- Perform routine inspections to ensure proper tree and vegetation protection methods are being employed and to monitor the condition of vegetation.

<b>Forestry - Summary of Budgeted Expenditures</b>						
<b>Budgeted Expenditures</b>	<b>FY 2002 <u>Actual</u></b>	<b>FY 2003 <u>Actual</u></b>	<b>FY 2004 <u>Budget</u></b>	<b>FY 2004 <u>Projected</u></b>	<b>FY 2005 <u>Budget</u></b>	<b>FY 2006 <u>Budget</u></b>
<i>Personnel Services</i>						
Salaries	\$ 88,083	\$ 103,560	\$ 99,829	\$ 84,398	\$ 63,204	\$ 65,665
Fringe Benefits	10,645	19,591	26,132	24,473	20,355	21,690
<i>Total Personnel Services</i>	98,728	123,151	125,961	108,871	83,559	87,355
<i>Operating Expenditures</i>						
Professional Development	1,353	1,810	2,240	1,550	2,570	2,570
Contractual Services	173,228	206,652	194,550	194,450	182,850	182,850
Commodities	6,475	12,791	24,520	22,650	21,975	21,975
<i>Total Operating Expenditures</i>	181,056	221,253	221,310	218,650	207,395	207,395
<i>Other Expenditures</i>						
Interfund Charges	6,914	7,780	4,172	4,172	18,735	16,798
<i>Total Other Expenditures</i>	6,914	7,780	4,172	4,172	18,735	16,798
<b>Total Expenditures</b>	<b>\$ 286,698</b>	<b>\$ 352,184</b>	<b>\$ 351,443</b>	<b>\$ 331,693</b>	<b>\$ 309,689</b>	<b>\$ 311,548</b>
<i>% Change/Previous Year</i>		22.84%			-11.88%	0.60%

## PUBLIC WORKS – PROPERTY MAINTENANCE

The Village Property Maintenance Division is responsible for the maintenance and repair of most of the buildings, grounds and appurtenant structures owned or leased by the Village including the Village Hall, the Public Safety Building, the Public Works Facility, and the Train Station. The Division performs small repairs and addresses basic janitorial requirements but contracts for major repairs.

### *Major Service Activities*

- Activities include janitorial service, H.V.A.C., electrical and plumbing maintenance and repair. Other activities include roof, interior and exterior wall repair and floor and window maintenance.
- Maintain the Village's telephone and voice mail system.
- This division is also responsible for gathering and coordinating information for studies and inspections by I.R.M.A. to ensure compliance with A.D.A regulations.

<b>Village Property Maintenance - Summary of Budgeted Expenditures</b>						
<b>Budgeted Expenditures</b>	<b>FY 2002 <u>Actual</u></b>	<b>FY 2003 <u>Actual</u></b>	<b>FY 2004 <u>Budget</u></b>	<b>FY 2004 <u>Projected</u></b>	<b>FY 2005 <u>Budget</u></b>	<b>FY 2006 <u>Budget</u></b>
<i>Personnel Services</i>						
Salaries	\$ 55,289	\$ 80,580	\$ 98,000	\$ 97,345	\$ 108,034	\$ 112,918
Fringe Benefits	4,902	7,690	14,000	13,898	42,714	46,006
<i>Total Personnel Services</i>	60,191	88,270	112,000	111,243	150,748	158,924
<i>Operating Expenditures</i>						
Contractual Services	94,819	89,319	113,300	108,600	97,500	93,600
Commodities	14,023	19,065	14,000	13,500	14,750	14,750
<i>Total Operating Expenditures</i>	108,842	108,384	127,300	122,100	112,250	108,350
<i>Other Expenditures</i>						
Interfund Charges	6,914	7,780	4,052	4,052	4,613	3,874
<i>Total Other Expenditures</i>	6,914	7,780	4,052	4,052	4,613	3,874
<b>Total Expenditures</b>	<b>\$ 175,947</b>	<b>\$ 204,434</b>	<b>\$ 243,352</b>	<b>\$ 237,395</b>	<b>\$ 267,611</b>	<b>\$ 271,148</b>
<i>% Change/Previous Year</i>		16.19%			9.97%	1.32%

## PUBLIC WORKS – WATER AND SEWER MAINTENANCE

The primary function of the Public Works Utility Maintenance Division is to maintain and improve the Village's water distribution and sanitary collection systems including fire hydrants. This is accomplished on a daily, preventative, and emergency basis and via long term public/capital improvement processes. This Division is also responsible for the installation, maintenance, repair, and reading of water meters.

### *Major Service Activities*

- Annual programs include fire hydrant inspection/maintenance, water valve exercising/maintenance, bi-annual water system flushing (spring/fall), continual 10 year water meter exchange and water meter inspection/testing,
- Daily activities include Village meter reading and inside/outside meter reading/inspections, water valve replacements, water service maintenance/repairs, sanitary main collection system and manhole structure maintenance and repairs.
- Other responsibilities involve construction coordination, Village water/sewer utility locates, customer service, oversees the water system leak detection survey and sanitary collection inflow/infiltration study.
- The Utility division performs extensive proposed construction utility plan reviews, field and final punch list and bond release inspections.

<b>Water and Sewer Maintenance - Summary of Budgeted Expenditures</b>						
<b>Budgeted Expenditures</b>	<b>FY 2002 <u>Actual</u></b>	<b>FY 2003 <u>Actual</u></b>	<b>FY 2004 <u>Budget</u></b>	<b>FY 2004 <u>Projected</u></b>	<b>FY 2005 <u>Budget</u></b>	<b>FY 2006 <u>Budget</u></b>
<i>Personnel Services</i>						
Salaries	\$ 375,304	\$ 368,220	\$ 399,171	\$ 397,421	\$ 433,636	\$ 454,160
Fringe Benefits	79,287	83,382	107,688	107,497	125,896	134,380
<i>Total Personnel Services</i>	454,591	451,602	506,859	504,918	559,532	588,540
<i>Operating Expenditures</i>						
Professional Development	3,134	1,249	3,115	2,940	3,115	3,115
Contractual Services	77,318	85,708	72,250	60,350	102,250	102,250
Commodities	80,422	69,814	79,795	72,550	85,795	85,795
Program Expenditures	91,449	152,736	401,453	390,000	378,500	95,500
<i>Total Operating Expenditures</i>	252,323	309,507	556,613	525,840	569,660	286,660
<i>Other Expenditures</i>						
Equipment Purchases	-	2,103	900	900	7,500	-
Interfund Charges	128,201	129,743	120,404	120,404	133,057	110,243
<i>Total Other Expenditures</i>	128,201	131,846	121,304	121,304	140,557	110,243
<b>Total Expenditures</b>	<b>\$ 835,115</b>	<b>\$ 892,955</b>	<b>\$ 1,184,776</b>	<b>\$ 1,152,062</b>	<b>\$ 1,269,749</b>	<b>\$ 985,443</b>
<i>% Change/Previous Year</i>		6.93%			7.17%	-22.39%



## PUBLIC WORKS – WATER PRODUCTION AND TREATMENT

The Water Production Division of the Public Works Department is responsible for the operation, maintenance and repair of water production facilities that produce all of the potable water used by the residents of Barrington, including portions of Inverness and Barrington Hills. Specific responsibilities include the operation, maintenance, and repair of all equipment, buildings, and grounds at four (4) well sites, three (3) water storage reservoirs, three (3) elevated water storage tanks, one (1) pressure boosting station, one (1) pressure reducing station and one (1) iron filtration facility. This Division is also responsible for all testing of the water supply.

### *Major Service Activities*

- Typical job assignments include the monitoring, operation, and repair of various electrical and heating controls, telemetry systems, motors, pumps, valves, compressors, chart recorders, flow meters, and standby generators.
- A fair amount of time also allocated to the monitoring of chemical feed rates and related equipment in addition to general housekeeping and compliance sampling and reporting.

<b>Water Production and Treatment - Summary of Budgeted Expenditures</b>						
<b>Budgeted Expenditures</b>	<b>FY 2002 <u>Actual</u></b>	<b>FY 2003 <u>Actual</u></b>	<b>FY 2004 <u>Budget</u></b>	<b>FY 2004 <u>Projected</u></b>	<b>FY 2005 <u>Budget</u></b>	<b>FY 2006 <u>Budget</u></b>
<i>Personnel Services</i>						
Salaries	\$ 97,420	\$ 93,767	\$ 95,008	\$ 94,574	\$ 99,865	\$ 104,515
Fringe Benefits	18,674	20,705	28,457	25,958	20,565	21,742
<i>Total Personnel Services</i>	116,094	114,472	123,465	120,532	120,431	126,257
<i>Operating Expenditures</i>						
Professional Development	1,156	963	1,780	1,505	1,765	1,765
Contractual Services	103,412	102,444	132,600	129,150	250,050	143,550
Commodities	24,828	25,455	33,713	30,725	29,213	29,213
<i>Total Operating Expenditures</i>	129,396	128,862	168,093	161,380	281,028	174,528
<i>Other Expenditures</i>						
Interfund Charges	13,930	23,777	14,144	14,144	14,603	16,186
<i>Total Other Expenditures</i>	13,930	23,777	14,144	14,144	14,603	16,186
<b>Total Expenditures</b>	<b>\$ 259,420</b>	<b>\$ 267,111</b>	<b>\$ 305,702</b>	<b>\$ 296,056</b>	<b>\$ 416,061</b>	<b>\$ 316,971</b>
<i>% Change/Previous Year</i>		2.96%			36.10%	-23.82%

## PUBLIC WORKS – WASTEWATER TREATMENT

The Wastewater Treatment Division of the Public Works Department is responsible for the operation and maintenance of the treatment facility and sewage lift stations that serve the residents of Barrington, including portions of Inverness and Barrington Hills. Specific responsibilities include the operation and maintenance of all equipment, buildings, and grounds at the wastewater treatment facility, eight (8) sewage lift stations, one (1) storm water lift station, and one industrial sampling hut. This Division is also responsible for the coordination of the sludge management program and for conducting all required tests on the effluent that is discharged from the plant.

### *Major Service Activities*

- Typical job assignments include the monitoring, operation, and repair of various electrical and heating controls, telemetry systems, motors, pumps, valves, compressors, chart recorders, flow meters, standby generators, boilers, and various types of treatment process equipment.
- A Lab Technician collects and analyzes samples for process control and NPDES reporting purposes.
- Pretreatment activity involves the sampling, analysis, and evaluation of industrial discharge to the sanitary system. This program currently involves one customer who has the potential of discharging more contaminants than we can effectively remove.
- Other activity involves general housekeeping and compliance reporting to regulating authorities.

<b>Wastewater Treatment - Summary of Budgeted Expenditures</b>						
<b>Budgeted Expenditures</b>	<b>FY 2002 <u>Actual</u></b>	<b>FY 2003 <u>Actual</u></b>	<b>FY 2004 <u>Budget</u></b>	<b>FY 2004 <u>Projected</u></b>	<b>FY 2005 <u>Budget</u></b>	<b>FY 2006 <u>Budget</u></b>
<i>Personnel Services</i>						
Salaries	\$ 251,661	\$ 291,914	\$ 308,744	\$ 308,500	\$ 319,781	\$ 337,087
Fringe Benefits	63,017	85,891	98,112	98,000	134,854	145,758
<i>Total Personnel Services</i>	314,678	377,805	406,856	406,500	454,635	482,844
<i>Operating Expenditures</i>						
Professional Development	2,515	534	3,880	3,200	2,530	2,530
Contractual Services	251,942	270,993	432,425	431,175	336,575	499,875
Commodities	33,406	46,515	47,650	45,700	38,650	37,250
<i>Total Operating Expenditures</i>	287,863	318,042	483,955	480,075	377,755	539,655
<i>Other Expenditures</i>						
Interfund Charges	18,049	30,588	19,302	19,302	20,293	18,133
<i>Total Other Expenditures</i>	18,049	30,588	19,302	19,302	20,293	18,133
<b>Total Expenditures</b>	<b>\$ 620,590</b>	<b>\$ 726,435</b>	<b>\$ 910,113</b>	<b>\$ 905,877</b>	<b>\$ 852,683</b>	<b>\$ 1,040,633</b>
<i>% Change/Previous Year</i>		17.06%			-6.31%	22.04%

## PUBLIC WORKS – RECYCLING AND REFUSE OPERATIONS

This Division of the Public Works Department is responsible for managing the contractual agreement between the Village and Groot, which provides for the collection of residential solid waste and the transportation of this material to the SWANCC transfer station in Wheeling Township. This contract provides for the weekly collection of residential refuse, yard waste, and recyclables. Responsibility for educating the public on and promoting the expansion of the recycling program rests with this Division. Brush pick-up and chipping services are also provided through this Division. This Division also handles questions or issues relating to commercial refuse collection and disposal.

### *Major Service Activities*

- Work with SWANCC and local schools on promoting recycling through education.
- Provide seasonal brush pick-up and chipping services and special pick-ups related to storm damage.
- Coordinate programs and articles to educate residents on the benefits of recycling and to encourage greater participation in this program.
- Respond to customer complaints and resolve issues professionally and quickly.

<b>Recycling and Refuse Operations - Summary of Budgeted Expenditures</b>						
<b>Budgeted Expenditures</b>	<b>FY 2002 <u>Actual</u></b>	<b>FY 2003 <u>Actual</u></b>	<b>FY 2004 <u>Budget</u></b>	<b>FY 2004 <u>Projected</u></b>	<b>FY 2005 <u>Budget</u></b>	<b>FY 2006 <u>Budget</u></b>
<i>Personnel Services</i>						
Salaries	\$ 31,539	\$ 40,912	\$ 42,413	\$ 40,450	\$ 44,021	\$ 47,936
Fringe Benefits	10,276	12,567	15,060	14,800	18,060	19,751
<i>Total Personnel Services</i>	41,815	53,479	57,473	55,250	62,081	67,688
<i>Operating Expenditures</i>						
Professional Development	-	-	100	100	100	100
Contractual Services	621,276	599,415	636,800	630,800	708,500	742,700
Commodities	17,900	25,636	31,250	27,500	21,750	21,750
<i>Total Operating Expenditures</i>	639,176	625,051	668,150	658,400	730,350	764,550
<i>Other Expenditures</i>						
Interfund Charges	78,200	78,717	79,953	80,043	85,236	79,468
<i>Total Other Expenditures</i>	78,200	78,717	79,953	80,043	85,236	79,468
<b>Total Expenditures</b>	<b>\$ 759,191</b>	<b>\$ 757,247</b>	<b>\$ 805,576</b>	<b>\$ 793,693</b>	<b>\$ 877,667</b>	<b>\$ 911,706</b>
<i>% Change/Previous Year</i>		-0.26%			8.95%	3.88%

## PUBLIC WORKS – PARKING MAINTENANCE

The Parking Maintenance Division of Public Works is responsible for maintaining the train station which it leases from the Union Pacific and Village owned and leased parking lots. Specific areas of responsibility included the maintenance of the train station including the public restrooms and three (3) train station commuter lots and four (4) Village owned/leased parking lots in the Village Center. Specific services provided include minor maintenance of the building and lots, markings/delineation of pavement, coordination of snow and ice removal contracts, and maintenance of streetlights, turf, landscaping and signage.

### *Major Service Activities*

- Maintain all owned and/or leased commuters, shoppers and Employer/Employee lots.
- Perform minor repairs and provide snow removal services for all pedestrian walkways and other pedestrian areas adjacent to the station.
- Provide for minor repairs to and cleaning services for the train station.
- Maintenance of train station and adjacent pedestrian areas

<b>Parking Maintenance - Summary of Budgeted Expenditures</b>						
<b>Budgeted Expenditures</b>	<b>FY 2002 <u>Actual</u></b>	<b>FY 2003 <u>Actual</u></b>	<b>FY 2004 <u>Budget</u></b>	<b>FY 2004 <u>Projected</u></b>	<b>FY 2005 <u>Budget</u></b>	<b>FY 2006 <u>Budget</u></b>
<i>Personnel Services</i>						
Salaries	\$ -	\$ 44,047	\$ 70,750	\$ 70,439	\$ 76,819	\$ 79,871
Fringe Benefits	-	4,006	9,884	9,738	23,432	24,982
<i>Total Personnel Services</i>	-	48,053	80,634	80,177	100,251	104,854
<i>Operating Expenditures</i>						
Contractual Services	-	87,032	116,760	107,750	104,200	104,500
Commodities	-	14,456	2,140	4,500	25,470	26,470
<i>Total Operating Expenditures</i>	-	101,488	118,900	112,250	129,670	130,970
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 149,541</b>	<b>\$ 199,534</b>	<b>\$ 192,427</b>	<b>\$ 229,921</b>	<b>\$ 235,824</b>
<i>% Change/Previous Year</i>		<i>N/A</i>			<i>15.23%</i>	<i>2.57%</i>

## PUBLIC WORKS – CENTRAL GARAGE

The Central Garage Division of the Public Works Department is directly responsible for the acquisition, maintenance, repair and disposal of all Village vehicles and rolling stock utilized by all Departments of the Village. This Division also manages the Village's fuel distribution facility.

### *Major Service Activities*

- Actively seek input from each Department for their individual vehicle and equipment needs.
- To economically procure vehicles and equipment addressing the respective department's identified needs. This includes receiving the maximum value from the sale of used equipment.
- Perform vehicle and equipment repairs and maintenance and strive to deliver these services in a cost-effective manner. Responsible for scheduling repairs and responding to equipment breakdowns on an as needed basis to support other Departmental activities. A proactive approach is taken toward the maintenance of all vehicles and equipment in an attempt to reduce vehicle downtime and costs.

<b>Central Garage - Summary of Budgeted Expenditures</b>						
<b>Budgeted Expenditures</b>	<b>FY 2002 <u>Actual</u></b>	<b>FY 2003 <u>Actual</u></b>	<b>FY 2004 <u>Budget</u></b>	<b>FY 2004 <u>Projected</u></b>	<b>FY 2005 <u>Budget</u></b>	<b>FY 2006 <u>Budget</u></b>
<i>Personnel Services</i>						
Salaries	\$ 150,543	\$ 164,931	\$ 164,044	\$ 165,419	\$ 181,775	\$ 193,959
Fringe Benefits	41,224	34,950	38,753	46,305	53,156	57,206
<i>Total Personnel Services</i>	191,767	199,881	202,797	211,724	234,932	251,166
<i>Operating Expenditures</i>						
Professional Development	456	403	1,850	1,570	1,850	1,850
Contractual Services	14,869	14,514	15,955	14,725	20,060	15,955
Commodities	127,184	126,808	151,550	140,925	162,730	162,730
<i>Total Operating Expenditures</i>	142,509	141,725	169,355	157,220	184,640	180,535
<i>Other Expenditures</i>						
Non-Capital Equipment	169,433	305,722	72,550	72,550	19,900	6,400
Capital Equipment	-	-	731,000	720,500	507,000	395,000
Interfund Charges	34,540	33,860	38,993	38,849	35,552	35,586
<i>Total Other Expenditures</i>	203,973	339,582	842,543	831,899	562,452	436,986
<b>Total Expenditures</b>	<b>\$ 538,249</b>	<b>\$ 681,188</b>	<b>\$ 1,214,695</b>	<b>\$ 1,200,843</b>	<b>\$ 982,024</b>	<b>\$ 868,687</b>
<i>% Change/Previous Year</i>		26.56%			-19.15%	-11.54%